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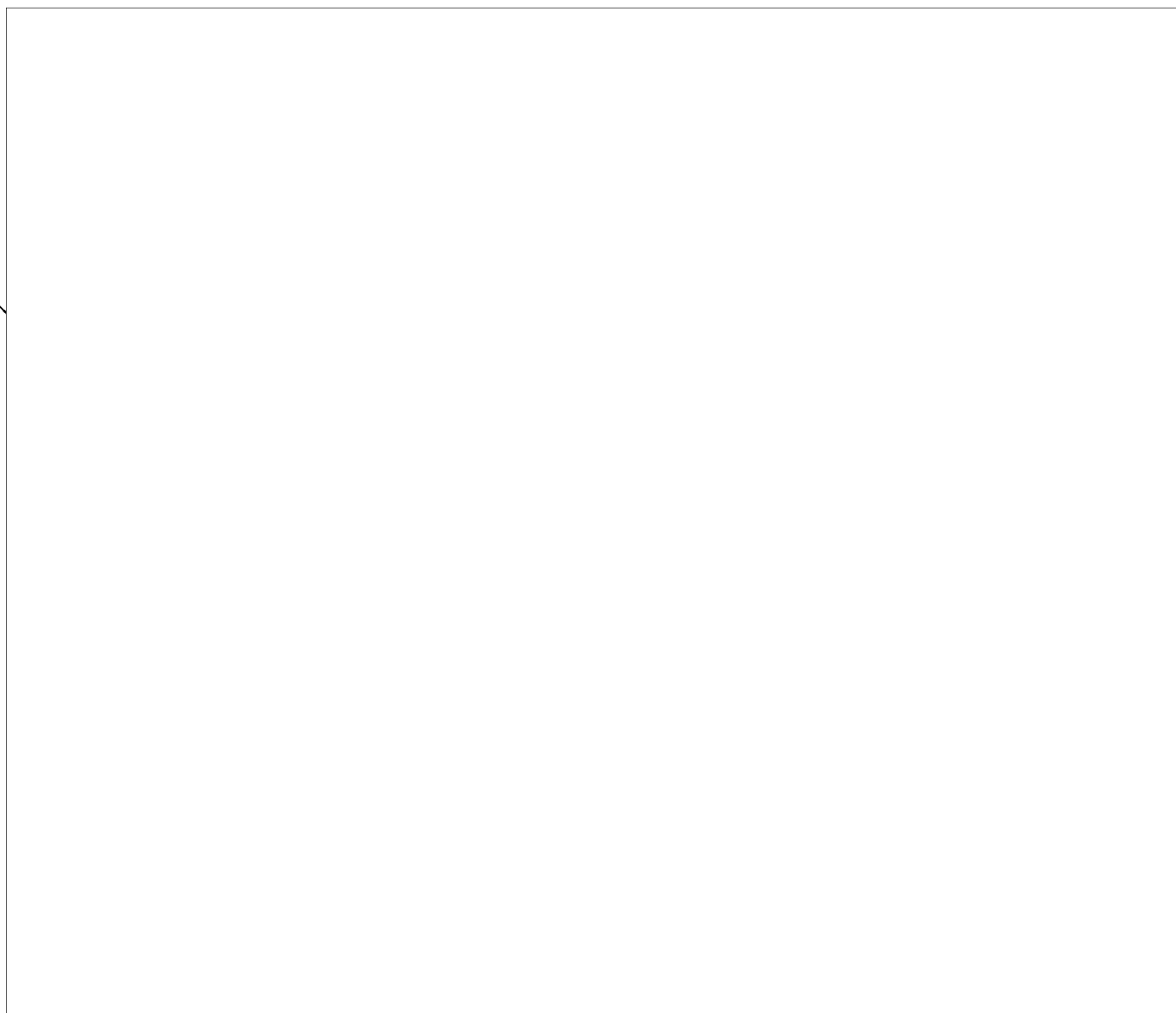
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MEMORANDUM FOR: Director of Central Intelligence

FROM: R. M. Huffstutler  
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 4 November 1988

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S E C R E T

5. OC Field Engineer Minority Co-op Program representatives briefed and interviewed 31 prospective applicants at the Technical Electronics Solid State Training (TESST) School in Hyattsville, Maryland. Nine TESST students will be considered for sponsorship.

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7. The Office of Training and Education (OTE) sponsored a lecture by Harvard professor Richard Pipes on "Gorbachev and Perestroika: An Historian's Perspective" to about 100 students. OTE also presented a special program on "Soviet Science and Technology" to 63 NPIC students. Speakers included the National Intelligence Officer for Science and Technology and the Deputy Director of the Office of Science and Technology Policy, Executive Office of the President.

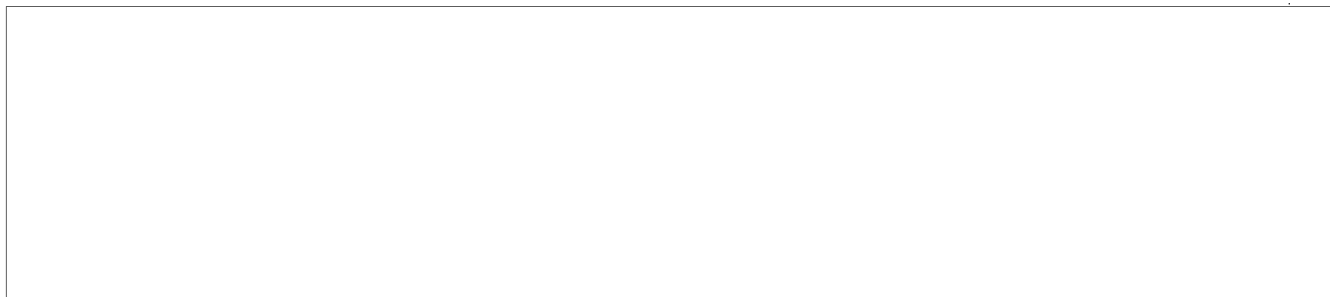
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9. The Office of Personnel reports that legislation extending the Voluntary Leave Transfer Program for five years has passed both the House and Senate and is awaiting the President's signature. To date, 24 cases have been approved and 16,000 hours of leave have been donated. Twenty Maternity/Paternity Leave-Sharing Program cases have also been approved; 3,269 annual/sick leave hours have been shared between spouses.

10. The Office of Information Technology (OIT) completed the first of eight scheduled relocations of PBX equipment from the Original Headquarters Building to the New Headquarters Building. Three major equipment items were moved and put in operation in the new Agency Computer Center with no interruption in service.

11. Guest speakers at the recent "Federal Conference on Computer Support for Handicapped Individuals" highlighted OIT's Physically Challenged Employee Resource Information Center as a successful effort to support handicapped federal employees.

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R. M. Huffstutler

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ORIG: DDA/MS [redacted] :pf:4 November 88 (weeklib)

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